



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

September 25th, 2013

Chelsey Hershey
31684 Hwy. 14
Parkersburg, IA 50665

Dear Child Care Provider,

This letter is in regards to the 9/6/2013 compliance check of your Level A, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home.

A complaint was addressed at the time of the spot check. It was alleged that there was a pool on the premises that was not fenced according to regulations. Ms. Hersey did have a four foot pool that was not properly fenced. For safety purposes, Ms. Hershey removed the ladder and the no unsupervised play was allowed until the pool was emptied the following Monday. Ms. Hershey is aware now that she is not allowed to have the pool filled without fencing and approval to fill the pool from DHS. The safety plan and the fencing guidelines should be followed.

The following areas were out of compliance at the time of my visit:

- ☐ 110.5(1)b All medicines and poisonous, toxic, or otherwise unsafe materials are secured from access by a child. (locks needed under the sink)
- ☐ 110.5(1)h A safe outdoor play area is maintained in good condition throughout the year. (Pool unfenced and fencing needs repaired.)
- ☐ 110.5(1)h Is fenced off when located on a busy thoroughfare or near a hazard. (The fencing needs to be repaired so that there are no breaks in the fencing. Also the fencing should have permanent fixtures so that natural wear and tear will not disintegrate it. See the fencing booklet provided.)
- ☐ 110.5(1)r If not fenced, both in and aboveground pools must have a cover that meets or exceeds ASTM standards when not in use.
- ☐ 110.5(1)r Fence for aboveground pool is four feet above sidewalls of pool. Height of pool walls not included in measurement.
- ☐ 110.5(1)s Written permission from the parents is on file.
- ☐ 110.5(1)s Equipment needed to rescue a child or adult is accessible.
- ☐ 110.5(1)s The provider accompanies and provides constant supervision while the children use the pool.

- ☐ 110.5(1)u The provider has written policies about caring for mildly ill children and the exclusion of children due to illness, and informs parents of policies.
- ☐ 110.5(2)b Two hours of approved child abuse and neglect mandatory reporter training (and every 5 years thereafter.)
- ☐ 110.5(2)d An individual file is maintained for each substitute and contains: (A record check and application is being sent to you to add Maureen Hershey)
- ☐ 110.5(2)d A completed DHS Criminal History Record Check, form B, 595-1396.
- ☐ 110.5(2)d A completed Request for Child Abuse Information, form 470-0643
- ☐ 110.5(2)d A physician's signed statement of health of at the time of employment and at least every two years thereafter.
- ☐ 110.5(2)d Certification of two hours of approved training relating to identification and reporting of child abuse within 6 months of employment and repeated every 5 years.
- ☐ 110.5(2)d Certification in infant and child first aid that includes mouth-to-mouth resuscitation. If they are unable to locate first aid training that includes mouth-to-mouth resuscitation, they must complete both a first aid course and CPR.
- ☐ 110.5(8) An individual file is maintained for each child and updated annually or when there are changes.

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations within the next 45 days.**

☐ Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home. This visit will occur after the 45 day time period has elapsed. Child Care Resource and Referral will check your home for completion of your items out of compliance with the checklist. They can be reached at 319-233-0804

☒ Based on the items out of compliance listed above, a recheck or follow up visit to your home is not necessary. However, it is essential you provide documentation to the Department that certifies you have corrected each of the identified regulatory violations and are now in complete compliance with all Departmental regulatory mandates. **Please check mark each of the boxes listed above when the necessary corrections have been completed. By doing so, you certify that you have completed all of the mandated regulatory requirements contained within each identified section.**

Please do not hesitate to contact me at DHS at 319-292-2419 if you have any questions regarding this letter.

Sincerely,

Angela Huntington
Social Worker II

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 319-267-2644.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).